



INNOVATION FOUNDATION FOR DEMOCRACY

Application for Communications Manager

Johannesburg, South Africa

About Us

The Innovation Foundation for Democracy is a dynamic pan-African organisation at the forefront of fostering democratic innovation through research, teaching, and network development. With a mission to support original initiatives in democracy across Africa, the Foundation connects with global networks to amplify its impact.

For more information, visit: www.innovationdemocratie.org.

Who We're Looking For?

Are you an experienced communications professional passionate about amplifying democracy's voice across Africa? If you thrive in strategic, creative, and collaborative environments, this opportunity is for you.

Required Skills and Qualifications:

- Recognized diploma in digital communication and webmastering.
- Strong communication, marketing, and content creation abilities.
- Expertise in social media management and online project leadership.
- Proficiency in photo, video, and presentation tools.
- Outstanding oral and written communication skills in French and English.
- Proven experience in a similar role, preferably in an international organisation.
- Ability to create podcasts, videos, and other multimedia resources.
- Strong interpersonal skills and the ability to work in multicultural teams.

Key Responsibilities

Reporting to the Managing Director, the Communications Manager will:

- Develop and implement the Foundation's communications strategy, with a strong focus on digital platforms.
- Coordinate the production and management of digital media, including websites, social networks, YouTube channels, and newsletters.
- Cultivate relationships with pan-African and international media to enhance the Foundation's visibility.
- Drive audience engagement, monitor traffic data, and adapt to technological trends.
- Plan and execute communications for the Foundation's events and projects.
- Lead the Young Ambassadors for Democracy programme and nurture the Foundation's virtual community.
- Collaborate with program managers and coordinators to disseminate knowledge via e-learning, podcasts, videos, and online discussions.
- Ensure women's active participation across digital platforms.

Why Join Us?

This is your chance to contribute to a transformative mission shaping Africa's democratic future. Be part of an inclusive, dynamic team committed to innovation and impact.

Working Conditions:

- Full-time position based in **Johannesburg**.
- Occasional travel to the Foundation's various sites across Africa.

Timeline

- **Application Deadline:** Jan 25, 2025
- **Interviews:** Feb 5, 2025
- **Start Date:** March 2025

How to Apply

Submit your application through this Google Form: [<https://shorturl.at/YRrie>]

For inquiries, contact: applications@innovationdemocratie.org

Application Requirements:

1. Detailed **CV**.
2. **Cover letter** explaining your interest in the role.
3. **A proposal** (maximum 6 pages, single-spaced) outlining your communication strategy for the Foundation.